

Minutes
ASHRAE TC 4.5 Meeting
January 30, 2001
Atlanta, GA

- I. The meeting was called to order at 1:05 p.m. by Chairman Elmahdy.
- II. Attendance/Membership
 - A. There were 15 voting members in attendance: H. Elmahdy, J. Hogan, B. Crooks, S. Harrison, D. Curcija, J. Wright, J. Baker, W. DuPont, F. Dubrous, M. Falke, B. Shah, D. Tait, P. Lyons (Int'l), A. McGowan, S. Reilly.
 - B. Members absent: A. Spiridonov (Int'l), R. Tye (Int'l).
 - C. There were numerous guests in attendance (see enclosed).
 - D. It was noted that the chair's term of office will expire at the next meeting. The committee agreed unanimously that the standing Vice-Chair (John Hogan) be the incoming chair (effective July 1, 2001). Nominations for Vice-chair were tabled until the end of the meeting.
- III. The agenda was reviewed. There were no recommended changes to the agenda.
- IV. The minutes to the previous meeting were reviewed. There being no further changes the minutes were approved 13-0-0. (motion-J Hogan, 2nd-J. Baker).
- V. Review of Action Items (The chair asked the secretary to list action items at end of minutes).
- VI. Chairman's Report.
 - A. Chair noted that there were training sessions available for chair and vice chair.
 - B. The TC 4.5 was reminded about limiting tables/charts in papers.
 - C. A letter from the Technical Activity Committee was reviewed. An advisory Technical Resource group is being formed if the TC wishes to nominate a delegate to that group.
 - D. The TC is being encouraged to develop ASHRAE short courses.
 - E. The TC was informed that research funds are being cut back and that all projects must be prioritized.

- F. A history and follow-up of research projects completed in the last 5-10 years was requested by Bill Seaton. The chair asked Joe Klems (for Steve Selkowitz) and Sue Reilly (for Steve Carpenter) to follow-up.
- G. The TC was requested to provide keywords for the ASHRAE website. The chair assigned the following persons to develop this list by the end of business today: Peter Lyons, Ross McCluney, Marcia Falke.
- H. The TC 4.5 website was discussed. The webmaster is Christian Kohler (LBNL). It was requested that agendas for subcommittees be sent to C. Kohler at least 30 days prior to the meeting.
- I. It was noted that the ASHRAE Journal would be publishing articles related to moisture migration through building envelopes.
- J. The meeting room reservations for the next meeting were reviewed.
- K. Report on current research projects: David Tait reported on his progress (947 RP); he noted that his project would be complete by March 2001. J. Hogan reported on 1162 RP. He noted that the project would be complete by the next TC meeting (June 2001).

VII. Awards – A. McGowan reported that two TC members have been recognized with ASHRAE service awards (Maureen Grasso, Hakim Elmahdy). He reminded the TC members that bio's should be forwarded and persons nominated for awards.

VIII. Subcommittee Reports:

- A. Program (reported by W. Dupont) – see attached. It was moved and seconded (W. DuPont, J. Hogan) that the priorities for the Cincinnati meeting be re-assigned as followed: Symposium – #1; Tubular skylights forum – #2; Condensation forum – #3. The motion was approved 15-0-0. An advertisement for these forums was discussed. The chair agreed to investigate this issue.
- B. Handbook (reported by D. Curcija) – see attached. It was noted that the subcommittee would complete the chapter by the end of this week. It was noted by Steve Bruning that TC 4.1 will be utilizing SC data (from the last Handbook publication) for interior shading devices. It was agreed that the program subcommittee begin preparing for the need to co-ordinate between the two TC's.
- C. Research (reported by B. Crooks) – see attached. It was noted that a new research project on cylindrical skylights does not have a priority rank. It was agreed that the next priority ballot must take into account the existence of a completed work statement. It was noted that a new work statement has been submitted on "Heat Transfer Through Rolling Doors, Revolving Doors and Opaque Nonresidential Swinging, Sliding and Revolving Doors." It was moved and seconded to approve the WS (D. Curcija, J. Hogan). The motion was approved 14-0-0. This project will be placed on a ballot for priority. Brian agreed to forward the work statement to B. Seaton.

- D. U-factor (reported by J. Wright) – The subcommittee met yesterday. There were 23 members and guests present. It was noted that we don't have enough information on dome skylights (potential work statement). It was noted that the door RFP (see above) was reviewed and changes made (as approved earlier). The issue of tubular skylights was discussed and a forum in Cincinnati was developed (as prioritized earlier). The subcommittee also discussed ISO 15099 activity.
- E. Solar Heat Gain (reported by S. Harrison) – see attached.
- F. Condensation Resistance (reported by Bipin Shah) – see attached.
- G. Canada/U.S. Research (reported by H. Elmahdy) – see attached.
- IX. Standards liaison report (reported by J. Hogan) – It was noted that 90.1 and 90.2 will be referenced by NFPA. SPC 142 is monitoring the activities of ISO 15099 for completion of the standard. It was noted that SPC 74 has been formed and Ross McCluney will report its activity.
- X. Old Business – The position of vice chair was discussed. Jeff Baker accepted the nomination. The committee agreed unanimously to accept him as Vice Chair effective July 2001. It was noted that Francois Dubrous was assigned the new U-factor subcommittee chair and Bipin Shah is the Condensation Subcommittee chair.
- XI. There being no further business the meeting was adjourned at 3:20 p.m.

ACTION ITEMS

- **History of TC 4.5 Research Projects (J. Klems, S. Reilly)**
- **Agendas for Subcommittees meetings to be forwarded to C. Kohler 30 days prior to meeting for posting on website**
- **Keywords for ASHRAE website (P. Lyons, R. McCluney, M. Falke)**
- **Research Subcommittee activity**